

Seattle Planning Commission  
Neighborhood Planning Advisory Committee

**DRAFT Agenda**  
**Prep & Training Session for NPSR Open Houses**  
June 11, 2009 \*\* 4:00 – 5:30 p.m.  
City Hall Boards and Commission Conference Room (L280)

The Planning Commission will be holding a Full Commission business meeting from 3:00 – 4:00 p.m. and will adjourn promptly at 4:00 pm. At 4 pm NPAC members will join the Commissioners for the Prep & Training Session.

**Goal & Purpose of meeting:** To prepare SPC members and NPAC members for co-hosting the 5 upcoming Sector Open Houses that will focus on the 24 Neighborhood Plan Status Reports.

1. **Introduction & Background** – 5 minutes  
Boaz Ashkenazy, Chair, NPAC Open House Subcommittee  
Josh Brower, Co-Chair, NPAC and member, Seattle Planning Commission
  - Review goals of Open House meetings and SPC/NPAC Role
  - Discussion of NPAC/SPC member homework
2. **Review Meeting Format & Agenda** – 40 minutes  
Boaz Ashkenazy, Chair, NPAC Open House Subcommittee  
Josh Brower, Co-Chair, NPAC and member, Seattle Planning Commission
  - Flow & Format of meeting
  - Review Opening Session
  - Review Breakout Session Agenda facilitated by NPAC/SPC members
3. **Review of DRAFT Meeting Materials** – 15 minutes  
David Goldberg, DPD staff
  - Draft format of the status report they will provide 1 week before each Open House
  - Draft format of the posters that will be displayed at each Breakout Table
4. **Tips for Successful Meeting Facilitation** – 15 minutes  
Triangle & Associates